

FINANCE COMMITTEE MEETING

LEWISTON, MAINE

MINUTES

October 6, 2003

PRESENT: Robert Stone, Roger Provencher and Ronald Paradis.

ABSENT: Councilor Lillian O'Brien and Councilor Roger Philippon

ALSO PRESENT: Norman Beauparlant, Director of Budget/Purchasing

The meeting was called to order at 5:05 p.m. by Chairman Robert Stone

On motion of Mr. Provencher, seconded by Mr. Paradis it was

VOTED:

(128-2003) To dispense with reading of the minutes of the previous meeting dated September 22, 2003 and to accept and place them on file as submitted by the Clerk.

VOTE: 3-0

The Purchasing Agent advised the Committee that the Police Department wishes to award the bid on Police Cruisers for five (5) units as opposed to the six (6) which were requested and the department will be looking to purchase two (2) non-cruiser vehicles with the remaining funds left over. Because of the fact that this was a joint bid with the City of Auburn and Androscoggin County, the reduction of one (1) cruiser will not have any impact on the pricing submitted by the low bidder. It was further recommended that the sale of five (5) cruisers be awarded to A and Silver Motors of South Boston, MA, which was the higher bidder.

On recommendation of the Purchasing Agent and on motion of Mr. Paradis, seconded by Mr. Provencher it was

VOTED:

(129-2003) To award Bid LA2003-7 on five (5) Police Cruisers for the Police Department to Auburn Motor Sales, Auburn, Maine, low bidder at their unit price of \$20,218.19 with a total purchase price of \$101,090.95 and to further award the bid on five (5) trade-ins to A and Silver Motors, South Boston, MA, high bidder at their bid price of \$26,905.

VOTE: 3-0

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On recommendation of the Purchasing Agent and on motion of Mr. Provencher, seconded by Mr. Paradis it was

VOTED:

(130-2003) To award Bid LA 2003-8 and LA 2003-8b for Liquid Calcium Chloride and Flake Calcium Chloride to Paris Farmer's Union, South Paris, ME, low bidder meeting specifications at their bid price of \$.859 per gallon on Liquid Calcium Chloride and \$7.05 per bag on Flake Calcium Chloride.

VOTE: 3-0

At this time the Committee considered Change Order #12 with Granger Northern Inc. on the Park Street Parking Garage. Of the \$9,235 of changes, \$6,435 pertain to the bus station and would be paid for by the Lewiston/Auburn Transit Committee.

On recommendation of the Purchasing Agent and on motion of Mr. Paradis, seconded by Mr. Provencher it was

VOTED:

(131-2003) To authorize Change Order #12 on the Park Street Parking Garage with Granger Northern Inc. in the amount of \$9,235 for the following items:

1. Furnish & install power operated door opener & control \$3,897.00
2. Replace existing interior exit sign in Bus Station 438.00
3. Install Compact Car signs 1,917.00
4. Furnish & install electrical timer lighting for the Parking Garage 883.00
5. Furnish & install additional snow guards on Bus Station roof 2,100.00

VOTE: 3-0

On recommendation of the Purchasing Agent and on motion of Mr. Provencher, seconded by Mr. Paradis it was

VOTED:

(132-2003) To ratify the award of Bid 2003-58 on the Armory Flat Roof Replacement Project to D H Pinnette, Oakland, ME, low bidder at their bid price of \$82,660.

VOTE: 3-0

The Committee considered a Waiver of Competition in order to allow for the installation Wescor Parking equipment which is being relocated from the Park Street Parking Facility to the Canal Street Parking Garage. The equipment from the Park Street Parking Facility is no longer needed with the installation of new equipment in conjunction with the Park Street Parking Garage Project.

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Installation of the equipment by the authorized manufacturer is recommended in order ensure proper operation of the equipment.

On recommendation of the Purchasing Agent and on motion of Mr. Paradis, seconded by Mr. Provencher it was

VOTED:

(133-2003) Pursuant to Section 3.3.1 of the Purchasing Policy, to authorize a Waiver of Competition to allow for the installation of Wescor parking control equipment at the Canal Street Parking Garage to Wescor Parking Controls Inc., Auburn, MA, at their quoted price of \$35,020.

VOTE: 3-0

In view of the fact that bid proposals received on the Intermediate Cover at the Secure Landfill exceeded the amount of funds available and as a result of the reevaluation of the specifications, it was recommended that the bids received on the Intermediate Cover - Secure Landfill be rejected and that new specifications and solicitations be requested at a later date.

On motion of Mr. Provencher, seconded by Mr. Paradis it was

VOTED:

(134-2003) To reject all bids received on Bid 2003-65 for an Intermediate Cover at the Secure Landfill and that new proposals be solicited at a later date.

VOTE: 3-0

On recommendation of the Purchasing Agent and on motion of Mr. Paradis, seconded by Mr. Provencher it was

VOTED:

(135-2003) To award the bid on fencing at the Public Works Operations Center to Aroostook Fence Company, Lewiston, Maine, low bidder at their total bid price of \$26,595.

VOTE: 3-0

On recommendation of the Purchasing Agent and on motion of Mr. Provencher, seconded by Mr. Paradis it was

VOTED:

(136-2003) To award the proposal on RFP 2003-44 for an Environmental Assessment Consultant of two (2) identified Brownsfield sites (the Libbey Mill and the old Boiler House behind the Androscoggin Mill) to Environmental Engineering & Remediation Inc., Portland, Maine, and to further authorize the Purchasing Agent to negotiate the contract at a fee not to exceed \$55,041.

VOTE: 3-0

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The Committee reviewed proposals on Snow Plowing and/or Removal Equipment Rental for the upcoming winter season. The Committee was informed that the School Department was not participating in this bid for the removal of snow at various schools and that they would seek proposals on their own.

On recommendation of the Purchasing Agent and on motion of Mr. Paradis, seconded by Mr. Provencher it was

VOTED:

(137-2003) To award Bid 2003-68 on Snow Plowing and/or Removal Equipment Rental on an item by item basis to the low bidder taking into consideration equipment availability.

VOTE: 3-0

On recommendation of the Purchasing Agent and on motion of Mr. Provencher, seconded by Mr. Paradis it was

VOTED:

(138-2003) To award Bid 2003-55 on the Alfred A. Plourde Parkway Road Relocation Project to Gendron & Gendron, Lewiston, Maine, low bidder at their total bid price including Alternate #1 of \$525,471.

VOTE: 3-0

On recommendation of the Purchasing Agent and on motion of Mr. Paradis, seconded by Mr. Provencher it was

VOTED:

(139-2003) To award Bid 2003-67 on the Main & Chapel Streets Curb & Sidewalk Improvement Project to K & K Excavation, Turner, Maine, low bidder at their total bid price of \$88,355.

VOTE: 3-0

The Finance Director reviewed the results of an Actuarial Valuation of the City's Self-Insured Workers' Compensation Program as of June 30, 2003 prepared by Liscord Ward & Roy, Manchester, NH, the City's Consulting Actuaries.

The report indicates that the total loss and loss expense reserves as of June 30th including a safety margin to fund to the 75% confidence level, amounts to \$4,398,769. As of June 30th, the City had \$1,490,355 available for claims leaving a deficit of \$2,989,414 as of that date. It was pointed out to the committee that although there is an unfunded deficit of \$2,989,414 as of June 30, 2002 there was a \$7.9 million undesignated fund balance in the City's General Fund which conceivably would be available to fund the deficit. Also, these expenditures, if they were to actually be incurred, would occur over the course of several years.

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It was pointed out that the most recent experience over the past eighteen months has been very positive and trends are indicating that the reserves will be declining in the future.

Committee members asked several questions in regards to the report and indicated that the most recent trends was positive news for the City.

On motion of Mr. Provencher, seconded by Mr. Paradis it was

VOTED:

(140-2003) To accept and place on file the Actuarial Valuation report of the City's Self-Insured Workers' Compensation Program as of June 30, 2003 as prepared by Liscord Ward & Roy.

VOTE: 3-0

VOTED: to adjourn at 5:50 p.m.

Richard T. Metivier
Clerk
Finance Committee